



# Municipality of West Elgin

## Minutes

### Council Meeting

**May 28, 2020, 11:00 a.m.**

#### **Electronic Participation Meeting**

Due to the COVID-19 Pandemic and the Emergency Order Issued by the Province of Ontario under *Emergency Management & Civil Protection Act*, prohibiting gatherings of more than 5 people, this meeting will be held electronically

**Present:**  
**Mayor D. McPhail**  
**Deputy Mayor R. Leatham**  
**Councillor T. Tellier**  
**Councillor A. Cammaert**  
**Councillor B. Rowe**

**Staff Present:**  
**M. Badura, CAO/ Treasurer**  
**J. Nethercott, Clerk**  
**L. Gosnell, Public Works Superintendent**

#### **2. Call to Order**

Mayor Duncan McPhail called the meeting to order at 11:32 a.m.

#### **3. Report from Closed Session**

Mayor McPhail reported out at 11:32 a.m., that consideration was given to personal matters about identifiable individual(s) including municipal or local board employee(s) and labour relations or employee negotiations and that the following resolution was duly moved, seconded and carried:

That West Elgin Council hereby appoint Mosey & Mosey as Benefits Consultants for the Municipality of West Elgin, effective June 1, 2020; and

That West Elgin Council hereby authorize staff to join the Elgin County Consortium effective June 1st, 2020

#### **4. Adoption of Agenda**

**Resolution No. 2020-169**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Rowe**

That West Elgin Council hereby adopts the Agenda as presented.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**5. Disclosure of Pecuniary Interest**

No disclosures

**6. Adoption of Minutes**

Councillor Rowe asked that Resolution No 2020-163 in the Minutes of the May 14, 2020 Council meeting be updated to state "when the Province allows, and/or at the call of the chair"

**Resolution No. 2020-170**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That the minutes of the Council meeting on May 14, 2020 be amended so that Resolution No. 2020-163 states: "That West Elgin Council hereby approves the use of West Elgin Recreation Centre as a temporary location to host official Meetings of Council, when the Province allows, at the call of the chair."

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**Resolution No. 2020-171**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That the Minutes of the Council meeting on May 14, 2020 be adopted as amended.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail  
**Carried (4 to 0)**

**7. Business Arising from Minutes**

None.

**8. Staff Reports**

**8.1 Emergency Management/ Fire**

**8.1.1 Emergency Control Group Minutes - May 15, 2020**

**8.1.2 Emergency Control Group Minutes - May 22, 2020**

**8.2 Operations & Community Services**

**8.2.1 L. Gosnell, Manager of Operations & Community Services -  
Rodney Water Main Replacement Tender Award**

**Resolution No. 2020-172**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations and Community Services re: Award Tender – Rodney Water Main replacement; and

That West Elgin Council hereby awards the tender for water main replacement in Rodney to the lowest bidder – Cope Construction and Contracting in the amount of \$147,031.60 plus applicable taxes.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**8.3 Administration**

**8.3.1 J. Nethercott, Clerk - Integrity Commissioner/Closed Meeting  
Investigator/Ombudsman Proposed Contract Extension**

**Resolution No. 2020-173**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: proposed contract extension with Independent Resolutions Inc. as Integrity Commissioner/Closed Meeting Investigator/Ombudsman; and

That the County of Elgin be advised that West Elgin Council is supportive of extending the current contract with Independent Resolutions Inc. as Integrity Commissioner/Closed Meeting Investigator/Ombudsman for the Municipality of West Elgin effective January 1, 2021 until December 31, 2022, with the existing terms and conditions as the previous contract and with no change in fees for another two (2) years, if agreed upon by Elgin County, Middlesex County and Elgin's participating municipalities.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe  
Abstain (1): Mayor McPhail  
**Carried (4 to 0)**

**9. Committee and Board Report**

No reports

**10. Accounts**

**Resolution No. 2020-174**

**Moved: Councillor Cammaert**

**Seconded: Councillor Rowe**

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #5A amounting to \$435,840.56 in settlement of General, Road, Water and Arena Accounts (including EFT#2640-2663 & online Payments# 434-441 and Payroll PP11).

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Against (1): Mayor McPhail

**Carried (4 to 1)**

**11. Other Business**

**11.1 Statements/Inquires by Councillors**

Councillor Cammaert stated that she is interested in creating a local contest that utilizes the new submission features of the website and the voting/polling ability and we can give away gift cards for local businesses as prizes to help with our local economy. She would like to use \$500 from the Council Grants in the budget towards the prizes and she will work with staff and other Councillors to finalize this contest. Council supported this and directed that \$500 be re-allocated from Council Grants towards this, with more details to follow.

Councillor Cammaert inquired about the process of Request for Service that are submitted. Are they tracked and is there away that Council could get regular reports on these. The Clerk stated at this time they are dealt with strictly on a paper basis and responses to the request are to be within 3 business days. We are planning on utilizing the call manager feature in our Keystone software to handle this, as this was a recommendation out of the Organizational Review, however with the pandemic this has been put on hold. CAO/Treasurer Magda Badura stated that she feels staff should be up and running with this within 3 months, which would allow for monthly reporting on resolutions of by-law complaints and requests for service.

#### **11.2 Notice of Motion**

None

#### **11.3 Matters of Urgency**

None

### **12. Correspondence**

#### **12.1 County of Elgin - County Prosecutor Billing Rate**

#### **12.2 G. Audet - Waiver of Water Shut off Fee**

**Resolution No. 2020-175**

**Moved: Councillor Tellier**

**Seconded: Councillor Cammaert**

That West Elgin Council grant a one time exemption of the water shut off fee charge of \$60.00, as requested by Grace Audet.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**12.3 R. King - PGTP Smoker/Campfire Issues**

Council provided direction to staff to refer this letter and the Port Glasgow Trailer Park Rules and Regulations to the County Solicitor to review and then report back to Council.

**13. By-Laws**

**13.1 By-Law 2020-40 - Water and Wastewater Rates for 2020**

**Resolution No. 2020-176**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That By-law 2020-40, being a by-law to set the water and wastewater rates in West Elgin for 2020 and to repeal by-law 2019-101, be read a first, second and third and final time.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**13.2 By-law 2020-41 - Tax Ratio By-law**

**Resolution No. 2020-177**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That By-law 2020-41 being a by-law to set the 2020 transition ratios and levy taxes for the year of 2020 and to establish special area charges for garbage collection be read a first, second and third and final time.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**13.3 By-Law 2020-43 - Agreement to Install Telecommunications Equipment on Rodney Water Tower**

**Resolution No. 2020-178**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That By-law 2020-43 being a by-law to authorize the execution of an agreement between The Corporation of the Municipality of West Elgin and North Frontenac Telephone Elgin Corp. for the installation of telecommunications equipment on the Rodney Water Tower, be read a first, second and third and final time.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**15. New Business**

Mayor McPhail stated that due to the pandemic there have been less meetings, yet an increase workload for Councillors. West Elgin Councillors are paid by meeting and he would like staff to report back to Council on the council remuneration year to date verses the council remuneration in 2019 at this point.

**16. Adjournment**

**Resolution No. 2020-180**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That the Council of the Municipality of West Elgin hereby adjourn at 12:27 p.m. to meet again at 9:30 a.m. on June 11, 2020 or at the call of the Chair.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**14. Confirming By-Law**

**Resolution No. 2020-179**

**Moved: Councillor Cammaert**

**Seconded: Councillor Tellier**

That By-law 2020-42 being a by-law to confirm the Regular Meeting of Council on May 28, 2020, be read a first, second and third and final time.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

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Duncan McPhail, Mayor

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Jana Nethercott, Clerk